

FIGURE 5-2. INSTRUCTIONS. FOR FILLING OUT AL FORM 000-14 X CONSTRUCTION  
INSTALLATION PROJECT EVALUATION REPORT

1. Has the work been accomplished in a neat workmanlike manner which results in a satisfactory appearance? List and describe all exceptions.
2. Does the construction/installation meet the requirements of the engineering plan and/or contract, applicable standards and FAA directives? List and describe all project requirements which were not met.
3. Were local conditions, such as sponsor requirements soil conditions, terrain, environmental factors, etc., properly considered in project design adaptation? Identify design changes or additions which should have been incorporated in or considered in the project design.
4. Do all materials and equipment meet applicable specifications? List all materials and equipment which do not meet specifications and state the reasons they do not.
5. Is the performance of the equipment/system/facility satisfactory and within established standards and tolerances? Are there any operative problems which will affect maintainability? Describe all identified deficiencies in detail.
6. Did FEE or contractor personnel effectively coordinate project work activities, schedule equipment/facility shutdowns, and cutovers with the designated local AF, AT, and airport sponsor representatives? List all reported problems in coordination.
7. Did Sector personnel and the RE/WOC/TOR/COR work jointly to prepare the pre-JAI punch list? Was the punch list effective in minimizing JAI exceptions? Was a concerted effort applied to correct identified discrepancies prior to the JAI? Based on other projects of like size and complexity, the number of exceptions identified from the JAI report is: below average, average, above average?
- fly.. Were any NCPs/CCDs necessary for commissioning of the equipment/system facility? List all applicable waivers/CCDs and describe actions taken or planned to correct the equipment/system/facility deficiency?
9. Were any problems/deficiencies identified in project design and implementation by the RE/WPC/TOR/COR, local AF and AT personnel, contracting officer, the contractor, or the sponsor in the areas listed below? List the problems/deficiencies identified in each area:
  - a. Engineering plans and specifications.
  - b. Availability of materials.
  - c. Handling and storage of materials.
  - d. Security of project materials and job site.
  - e. Safety of work site.

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10. Has the project work site been restored to a satisfactory condition? Has cleanup been satisfactorily accomplished? Describe all exceptions.

11. Are the local AF and AT managers satisfied with the completed project? Do they consider the equipment/system/facility operations to be satisfactory? Do they consider the equipment/system/facility to be maintainable? List all contents received.

12. Was an in-house final project review conducted prior to the preconstruction conference? Were the required preconstruction (contract/force account) pre-installation (turnkey/force account) and other applicable conferences conducted for this project? Did the conferences contribute toward the satisfactory or unsatisfactory outcome of the project?

13. What recommendations did the RE/WOC/TOR/COR local AF and AT personnel, or sponsor offer for project improvements? List all recommendations provided.

14. Based on this evaluation, what are the recommendations of the evaluator for improvements in the design and implementation of future projects? Provide detailed recommendations

15. What are the recommended or planned actions for correcting discrepancies or deficiencies identified with this project?

CHAPTER 6. PROJECT COMPLETION

600. INTRODUCTION. The final phase of the F&E process begins with the completion of the JAI and shall include as required, any or all of the following processes: excess reports/disposal, flight check reports, resolutions of waivers and design deficiencies, clearance of JAI exceptions, commissioning, final capitalization, decommissioning/facility dismantling, project closeout Facilities and Equipment Reporting System (FERS) update, and project review critique.

601. RESPONSIBILITIES.

a. General. This paragraph outlines the general responsibilities of the various Airway Facilities offices involved in the project completion phase of the F&E process. Detailed responsibilities are outlined in other paragraphs of this chapter.

b. The Fiscal Support Section, AAL-421, is responsible for FERS updating, project fiscal closeout, and monitoring and coordinating the activities of the Airway Facilities Division capitalization program.

c. The Establishment Branch, AAL-450, is responsible for clearance/follow-up of JAI exceptions and initiating the capitalization process by forwarding to AAL-420 Notice of Physical Completion of F&E Project (FAA Form 2766-6), Real Property Record (FAA Form 4660-9), a copy of the Joint Acceptance Inspection Report (FAA Form 6030-18), and a copy of the Alaskan Region Equipment Installation Record (AL Form 6000-5).

d. The Maintenance Branch, AAL-460, is responsible for monitoring and ensuring follow-up on action JAI reports for compliance with the provisions of Order 6030.35 and serving as focal point for sector questions regarding the JAI program.

e. The Airway Facilities sectors are responsible for clearing exception action items assigned to them on JAI reports and for submitting status reports on JAI exceptions. The sectors also are responsible for documentation necessary for property transactions related to capitalization, commissioning, and decommissioning.

602. COMMISSIONING. Commissioning is the formal exercise of incorporating a new facility, system, subsystem, or equipment into the NAS. The ultimate determination that the facility, system, subsystem, or equipment will be commissioned for service shall be dependent upon the technical performance of the electronic and/or plant equipment, the results of flight inspection, certification, attainment of the required operational service, and availability of support services and trained maintenance personnel. A facility, system, subsystem, or equipment shall be commissioned only after the following actions have been completed:

a. The Joint Acceptance Board members have determined the conditions of acceptability in accordance with established standards and specifications, and signed the JAI report for their respective offices.

b. Certification and commissioning statements have been issued and entered in the appropriate facility maintenance log by responsible Airway Facilities Sector personnel

c. Flight Inspection, when required, has certified the facility for operation in the NAS and issued any required restrictive NOTAM's.

d. Required instrument approach procedures (IAP's) have been issued by the Office of Flight Operations.

e. Commissioning NOTAM's have been issued.

f. Facility documentation, including waivers/OCD's, are properly filed at the facility.

g. Commissioning documentation are forwarded to the National Flight Data Center by AAL-464.

603. Final Capitalization.

a. General. Procedures, controls, and schedules for final project capitalization are contained in the latest versions of Order 4650.7, Management of Project Materiel; Order 4650.21, Management of In-Use Personal Property; and Order 4660.1, Real Property.

b. Major responsibilities for F&E capitalization outline on the latest versions of Orders 4650.7, 4650.21, and 4660.1, are as follows:

(1) Real Property Capitalization. As property manager, the Manager, Real Estate and Utilities Branch, AAL-58, is responsible for the capitalization of real property. AAL-421 shall forward FAA Form 4660-9, Real Property Record, to AAL-58, through AAL-52. After capitalization is complete the Real Property Record is forwarded to AAL-32, for accountability processing.

(2) Personal Property Capitalization. As personal property manager, the Manager, Materiel Management Branch, AAL-52, is responsible for detailed capitalization activities associated with F&E generated personal property by completion of FAA Form 4650-18, Personal Property Data Form, and forwarding this form to the Financial Management Division, AAL-30.

(3) Final Capitalization. Following appropriate notification from AAL-450 and verification of accounting records, the Program Support Branch, AAL-420, is responsible for notifying the Financial Management Division, AAL-30, of final project completion by submitting the completed forms listed under paragraph 601c. After notification by the Financial Management Division, AAL-30, that final capitalization is completed, the Program Support Branch, AAL-420, shall coordinate the transfer of the project files to the appropriate GSA Records Center.

604. FACILITY DECOMMISSIONING/DISMANTLING. The branch/sector outlined below is responsible for facility decommissioning/dismantling and associated service terminations as a result of the F&E process.

a. The Establishment Branch, AAL-450, shall:

(1) Initiate action, as required, for termination of frequency and leased telecommunication services.

(2) Provide appropriate information to the Maintenance Branch, AAL-460, for the decommissioning NOTAM in accordance with Order AL 6000.4, Facility Shutdown, Commissioning, and Decommissioning Committee.

(3) Provide appropriate documentation to the Logistics Division, AAL-50, for redistribution of excess property, facility maintenance and operating supplies, and material in accordance with the latest versions of Order 4660.1, Real Property, and Order 4800.2, Utilization and Disposal of Excess and Surplus Personal Property.

(4) Provide facility site restoration based on lease requirements.

(5) Provide support to the Airway Facilities sector, as required, for disposition of all applicable excess property.

b. The Airway Facilities sector shall:

(1) Redistribute, declare excess, or return to the FAA Depot all real and personal property, facility maintenance and operating supplies, and materials in accordance with the latest versions of Order 4660.1, Real Property, and Order 4800.2, Utilization and Disposal of Excess and Surplus Personal Property.

(2) Provide appropriate procurement requests to the Maintenance Branch, AAL-460, relative to the termination of leases, utility contracts, and applicable open procurement requests/purchase orders.

(3) Initiate required FMF changes.

c. The Maintenance Branch, AAL-460, shall:

(1) Initiate the actual decommissioning NOTAM.

(2) Ensure applicable frequency and leased telecommunication services are terminated.

(3) Ensure appropriate leases, utility contracts, and open procurement request/purchase orders are terminated.

(4) Initiate F&E cleanup project(s) through AAL-450 if required.

605. PROJECT CLOSEOUT AND FERS UPDATE. Project closeout shall be completed after all records, reports, and documents required are completed and submitted in accordance with applicable directives and other instructions contained in this directive. The Fiscal Support Section, AAL-421, shall be responsible for monitoring/follow-up to ensure project updates are entered in the FERS, and projects are deleted from the cost accounting system in accordance with directive requirements.

606. PROJECT REVIEW/CRITIQUE. All F&E Projects shall be reviewed/critiqued for the purpose of evaluating and improving the F&E process.

a. Project Review Form. Local Air Traffic field and Airway Facilities sector representatives and Flight Standards, as applicable, will be requested to complete AL Form 6000-13, Project Review Form. (See Figure 6-1.) These forms will provide source information for the project review/critique board.

(1) The Maintenance Branch, AAL-460, will forward AL Form 6000-13 to the applicable offices for comments following receipt of the project JAI Report.

(2) AAL-460 will provide copies of completed AL Form 6000-13 to AAL-451 and AAL-452, as appropriate, upon receipt.

b. Project Review/Critique Board. A project review/critique board will be convened at least quarterly for the purpose of reviewing F&E projects completed during the previous quarter. The AAL-460 critique board chairperson will review Project Review Forms for projects and determine which projects should be reviewed by the critique board. Projects which do not receive any pertinent comments need not be discussed by the critique board. AAL-460 will notify AAL-450 of projects to be critiqued prior to the scheduled meetings. Meetings other than the scheduled quarterly meetings may be conducted as required by management.

(1) The board membership will be comprised of supervisors/managers from AAL-405, 420, 451, 452, 454, 450, 460, and 500 (or acting designees) along with designated staff managers/personnel, and a sector manager or assistant sector manager, selected at random by the board chairperson. AAL-460 shall function as the board chairperson and be responsible for scheduling and coordinating all meetings.

(2) Review/Critique Process.

(a) The review/critique process will generally include a review of all phases of the F&E process, although some projects may not warrant a detailed review. Project Review Forms, AL Form 6000-13, will provide source information as to acceptability of the F&E product. Required corrective actions and recommendations for improvement identified during the review/critique process will be implemented by the responsible branch or referred to the Manager, Airway Facilities Division, if higher level approval is required. Control monitoring and follow-up concerning board actions/recommendations shall be the responsibility of the Maintenance Branch, AAL-460.

(b) A special review of all existing JAI exceptions that have been outstanding for 6 months or longer will be conducted by the board to determine if appropriate action has been taken and/or additional attention or action is required.

c. Distribution. FEE review/critique reports shall be distributed to all participants of the review/critique board and the appropriate sector managers.

607. QUALITY CONTROL. Quality control for this chapter is provided in terms of proper guidelines for project completion. Guidelines are provided for the process following completion of the JAI, project closeout, and FERS update. The project review/critique process outlined in this chapter provides documented quality control of the total FEE process. The quality control provided by this process will provide direct input for quality assurance.

608.-699. RESERVED.

FIGURE 6-1. SAMPLE AL FORM 6000-13.

PROJECT TITLE: \_\_\_\_\_

Facility Type: \_\_\_\_\_

Scope of Work: \_\_\_\_\_ Location: \_\_\_\_\_

Type Work:                      Electronic \_\_\_\_ Environmental \_\_\_\_

Project Review:    (Please provide applicable comments both positive and  
negative to all phases of the project. Comments may  
be continued on reverse side.)

1. Program Management Phase: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. Project Engineering Phase: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. Project Accomplishment Phase: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. Project Completion: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
DATE\_\_\_\_\_  
Evaluator's Sig. & Title**AL Form 6000-13 (7/88)**



CHAPTER 7. QUALITY CONTROL AND ASSURANCE

700. INTRODUCTION. This chapter prescribes the criteria, procedures, and standards for the conduct of quality control (QC) and quality assurance (QA) activities throughout the life of Facilities and Establishment (F&E) projects.

701. DEFINITIONS.

a. Quality control is defined in various ways depending on the activity with which it is associated. For the purposes of this chapter and the way in which it applies to this order, quality control (QC) is an activity whereby control of the quality of a product is exercised for the purpose of ensuring an optimum end product. In this case, the product is the F&E projects with which this directive is concerned. QC is not an activity accomplished only by managerial personnel, but one that is accomplished by all personnel with responsibilities for the execution or positive control of the project. As will be explained later, this activity may refer to all levels in the organization.

b. Quality assurance may also be defined in ways to suit the situation, but all have a common goal: to assure that a quality product results from all the activities related to its realization. For the purposes of this chapter, quality assurance (QA) <sup>is:</sup> A planned and systematic extension of all actions necessary to provide adequate confidence that a product conforms to established technical requirements. QA may be considered to be activities carried out on the overview of QC activities to assure that QC procedures and standards are proper to accomplish the intended purpose.

c. The FAA, in its contracting and internal construction and installation activities, does not normally require or provide a formal QC or QA program in the execution of its field F&E program; therefore, existing informal policies and practices must be supplemented by the region to provide these valuable programs.

d. For maximum effectiveness, the QC program must be injected at various points throughout the life cycle of a project. It must consider the expectations of the project, identify milestones to be accomplished, set standards for those milestones, and measure accomplished against those standards. It must subsequently provide feedback of those measurements for the purpose of correcting deficiencies and improving the project's final product.

702. RESPONSIBILITIES. The responsibilities for conducting QC and QA programs are as follows:

a. The Airway Facilities Division branch managers and the Airway Facilities sector managers (when assigned the responsibility to accomplish F&E projects) are responsible for implementing, carrying out, and documenting QC programs in their assigned program areas. The QC programs shall meet the requirements of this chapter.

b. The Airway Facilities Division Evaluation Officer/QA Hologram Manager shall:

(1) Define the Airway Facilities Division's QC program requirements.

(2) Provide guidance and assistance to Airway Facilities Division branch managers and Airway Facilities sector managers in the establishment and conduct of their QC programs.

(3) Establish a QA program to conduct evaluations of the division's F&E program at all phases of project activity to assess the effectiveness of the branches/sectors QC programs, to identify deficiencies, and to provide recommendations for improvements. The QA program shall include a sampling of the QC employed on various types and sizes of environmental and electronic establishment projects.

(4) Establish a schedule for conducting periodic QA evaluations as outlined in this chapter and as directed by the Airway Facilities Division manager.

(5) Provide reports of the QA overview activities to the Airway Facilities Division manager, the Airway Facilities Division branch managers, and, as appropriate, Airway Facilities sector managers.

c. All regional office and sector personnel involved in F&E project budgeting, planning, engineering, and implementation are responsible for applying established QC procedures and criteria to ensure the finished project will be of acceptable quality and for utilizing feedback to correct deficiencies and improve the quality of F&E projects. The responsibilities for carrying out QC activities are as follows:

(1) Yam managers/engineers shall ascertain that QC feedback from completed projects has been considered in future project development, prior to the issuance of work orders, and during the execution phases of each project.

(2) Desist engineers are responsible for specifying QC activities to be utilized during the construction or installation phases of a project and shall review on-site QC activities throughout these on-site phases.

(3) Resident engineers/work order carriers/technical on-site representatives Contracting Officer's Representative (REs/WOCs/TORs COR's) shall conduct QC activities specified for on-site construction and/or installation phases.

(4) Sector managers are responsible for QC activities prescribed for projects assigned to sectors for accomplishment.

(5) The critique team chairperson shall assure that all deficiencies found during the course of the project are documented, the quality of the product is assessed, and that this information is provided to the branch/staff managers (or acting designees) of AAL-460, 450, 420, and 405, the AAL-500 representative, and, as appropriate, managers of Airway Facilities sectors.

(6) Branch managers are responsible for assuring that all deficiencies and proposed improvements identified during the project and the project critique are incorporated into future project development processes.

(7) The division evaluation officer has the overall responsibility for defining requirements of and carrying out the QA program. Actual conduct of these activities may require that ad hoc expertise be provided from various Airway Facilities branches.

703. PROCEDURES.

a. Quality Control. The application of documented QC standards and criteria, documentation and reporting of findings, and the submission of recommendations make up the framework of viable a QC program. The QC plans implemented by each organizational element must include specific procedures to be used for conducting the QC activity and for distributing the QC feedback.

(1) The managers of the Program Support Branch, AAL-420; the Establishment Branch, AAL-450; Maintenance Branch, AAL-460; and the Airway Facilities sectors (when assigned F&E project responsibility) shall implement QC procedures for all F&E work accomplished under their purview and ensure that all personnel engaged in F&E activities utilize the QC procedures. These managers shall develop feedback procedures which will ensure that deficiencies and proposed improvements identified during a project accomplishment are incorporated in to the future project development process.

(2) The Establishment Branch, AAL-450, shall include In the budget review process QC activities specified by the program manager/engineer. Concurrence an meeting these criteria will be indicated In the project file. Failure to meet criteria shall be grounds for returning project proposals to the submitting office. Monitoring submissions from offices outside the AF Division's control shall be the responsibility of AAL-454. The program manager/engineer will complete actions required by the QC criteria. AAL-454 shall include In the project planning activity the documentation of a QC plan covering all phases of a project. The plan should specify the criteria, milestones, responsibilities, and reporting requirements for QC activities for each project. Specific data In the plan, such as criteria and milestones, may be requested of and should be furnished by the engineering sections.

(3) The Environmental Section, AAL-451, and the Electronics Section, AAL-452:

(a) The design engineers shall utilize a QC plan that requires, n the design phase, a review of prior QC activities. This includes comparison of agency standards to project plans and scope, compatibility of technology and availability of equipment to satisfy project expectations, review of QC feedback from past similar projects, and the application of QC criteria at appropriate points an the design phase. The design engineers shall utilize a QC plan that includes a review of prior QC activities and shall attach a project a QC plan for REs/WOCs/TORs/CORs and sector managers (when assigned F&E responsibilities) for use throughout the on-site construction/installation phases of the project. The on-site plan should include but should not be limited to: procedures for project inspection, standards and specifications for comparison, inspection criteria inspection milestones, and documentation and reporting procedures.

(b) Resident engineers/work order carriers/technical on-site representative/contracting officers representatives (REs/WOCs/TORs/CORs) are responsible for performing QC activity during their review of project progress, for comparing technical accomplishment to design standards, and for providing feedback of deficiencies and rotations for improvements to their supervisors.

(4) Sector managers or their representatives functioning as REs/WOCs/TORs/CORs for projects assigned to them for accomplishment shall utilize on-site QC requirements in the same manner as F&E REs/WOCs/TORs/CORs.

(5) me critique team chairman will utilize a structured, documented approach in reviewing QC plans and activities which were executed during project accomplishment. his review may be accomplished by the QA representative on the critique team and the resulting report will become part of the QC and QA activity record.

(6) The branch managers shall use a structured method for reviewing and disseminating of QA information and feedback from projects to appropriate personnel responsible for F&E program budgeting, planning, engineering, and implementation activities.

b. Quality Assurance. The QA program must utilize a structured, documented approach designed to improve the documentation and control of the QC program. The QA Program Manager, AAL-405, will plan for the overview of all QA activities throughout the project cycle, including the post-completion critique. Since the volume of project activities makes it impractical to conduct on-site visits and detailed review of the documentation for all projects, QA may be accomplished through sampling procedures or by interviewing personnel involved in the management overview of these projects. QA plans will describe specific project types to be reviewed, QC activities to be analyzed, and standards and criteria for the documentation and reporting of findings. Plans should also designate the individual(s) responsible for various QA activities and specify lines of authority for exercising control of QC activities during project accomplishment.

704. CRITERIA. The criteria listed below identifies concerns which should be addressed in QC and QA plans; however, they are not all inclusive of all project milestones and activities to be reviewed. The Airway Facilities Division branch managers and sector managers, with guidance and assistance from the QA Program Manager, are responsible for establishing detailed QC and QA plans for their assigned F&E program areas.

a. Program Manager/Engineer.

(1) Review QC, QA, and critique team reports of the two most recent similar projects and assure valid rotations are included.

(2) Validate project need and adherence to current agency standards.

(3) Review two previous similar projects to assess the validity of the planning and the impact on:

- (a) Contract change orders.
- (b) Actual versus estimated project costs.
- (c) Scheduling and delays.
- (d) Projects coordination team expectations.
- (e) Interfacing with the NAS.
- (f) Compatibility with local environment.
- (g) QC exceptions.

b. Desist Engineers.

(1) Review two previous similar projects to assess the validity of design engineering effort and the impact on:

- (a) Contract change orders.
- (b) Contractor claims.
- (c) Actual costs versus estimates.
- (d) Scheduling and delays.
- (e) Project coordination team expectations.
- (f) JAI exceptions.
- (g) QC exceptions.

(2) Determine adequacy of specifications, plans, and engineering and/or standard drawings.

c. RE/WOC/TOR/COR and Sector Manager.

- (1) Do material and equipment meet specifications?
- (2) Do construction/installation procedures and results meet specifications?
- (3) Are schedules being met?
- (4) Are drawings adequate?
- (5) Was material on-site, when needed?
- (6) Is protection of Government property adequate?

d. QA Cam Manager and Airway Facilities Division Branch Managers.

(1) Do QC plans provide for prompt detection of deficiencies and prompt correction?

(2) Is adequate action taken to correct deficiencies?

(3) Are analyses made to identify trends?

(4) Is corrective action taken in response to QC feedback?

(5) Is there a procedure to assure adequacy of engineering drawings, currency, and completeness?

(6) Do plans assure compliance with project and contract requirements?

(7) Is there adequate monitoring of activities which may result on contract changes or contractor claims?

(8) Do plans clearly delineate responsibilities and procedures?

(9) Do plans clearly define procedures for reporting discrepancies?

(10) Do criteria assure adequacy and accuracy of test and measuring equipment?

(11) Do plans require review of contractor's control of product quality?

(12) Do plans adequately provide for the testing and inspection contractor and Government furnished raw material and equipment?

(13) Do plans require sufficient project inspection, reporting, and documentation and at specified mileposts?

(14) Do plans provide for the overview and control of project funding expenditures?

705. -799. RESERVED.

APPENDIX 1. DIRECTIVES AND FORM REFERENCE

<u>Directive/Form</u>	<u>Title</u>	<u>Page</u>
Order AL 2500.3	Budget and Fiscal Management	10
Order 2500.8	Operations vs. F&E Funding	11
Order 6000.25	Design and Construction of FAA Facilities	13
Order AL 6020.4	Facility Shutdown, Commissioning, and Decommissioning Committee	26
AL Form 6000-15	F&E Project Coordination and Concurrence	28
AL Form 6000-12	Planning Checklist	29
Order 1100.5	FAA Organization Field	37
FAA Form 6030-6	AFD Work Order	37
Order 1050.1	Policies and Procedures for Considering Environmental Impacts	38
AL Form 6000-11	Engineering Checksheet	41
Order 4650.7	Management of Project Material	41
Order 4650.21	Management and Control of In-Use Personal Property	41
FAA Form 4650-3	Project Change Document	41
FAA Form 4650-12	Material Requisition/Issue/Receipt	42
AL Form 4415-1-1	Project Material List	42
Order 4630.2	Standard Allowance of Supplies and Working Equipment for National Airspace System Facilities	43
DOT Form 4200-1	Procurement Requests	43
Order 4650.10	Management of Project Material	43
Order 6000.22	Maintenance of Two Point Private Lines	46
Order 1800.8	National Airspace System Configuration Management	46
DOT Order 7930.2	Notice to Airmen (NOTAM's) System	46
AL Form 6050-7	Request for Frequency Assignment	47
Order 6050.32	Spectrum Management Regulations and Procedures	47

APPENDIX 1. DIRECTIVES AND FORM REFERENCE (Continued)

Order 7900.2A	Reporting of Electronic Navigation Aids and Communication Facilities Data to National Flight Data Center	47
AC Form 8200-14	Facility Data Sheet	47
AL Order 6000.	Environmental Engineering Handbook	50
AL Order 6000.	Electronic Equipment Installation Handbook	50
AL Form 6000-10	Engineering Change Proposal (ECP)	54
Order 1380.26	Cross Utilization of Regional Operations and FOE <b>Mat</b>	69
FAA Form 6000-5	Equipment Installation Record	72
FAA Form 6032-1	AF Modification Record	72
FAA Form 6050-1	FAA Transmitter Authorization	72
Order 6030.45	Facility Reference Data File	72
FAA Form 4660-9	Real Property Record	72
Order 4660.1	Real Property Handbook	72
Order 4800.2	Utilization and Disposal of Excess and Surplus Personal Prop ~	73
Order 6980.11	Maintenance of Engine Generators	76
AL Form 6000-14	Construction/Installation Project Evaluation Report	80
FAA Form 2766-6	Notice of Physical Completion of F&E Project	89
FAA Form 4650-18	Personal Property Data	90
AL Form 6000-13	Project Review Form	92



APPENDIX 2. NUMERICAL DIRECTIVES REFERENCE

The latest issuance of the following directives contain directions and guidance pertaining to FEE program budgeting, planning, engineering, and implementation. The directives are available through normal distribution channels.

- 1050.1 Policies and Procedures for Considering Environmental Impacts
- 1100.5 FAA Organization Field
- 1380.26 Cross Utilization of Regional F&E Operations Funded Manpower
- 1800.8 National Airspace System Configuration Management NAS-MD-001-NAS CM Document
- 2500.5 Budget Procedures
- 4400.44 Standard Form 44 (SF 44), Purchase Order-Invoice-Voucher
- 4441. 9 Practices Concluding Leased Telecommunications and Reporting Requirements
- 4443.1 Construction Acquisition and Management
- 4620.3 Initial Support for New or Modified Equipment Installation
- 4630.2 Standard Allowance of Supplies and Working Equipment for National Airspace System Equipment
- 4650.7 Management of Project Materiel
- 4650.21 Management of In-Use Personal Property
- 4660.1 Real Property Handbook
- 4800.2 Utilization and Disposal of Excess and Surplus Personal Property
- AL 6000. Electronic Equipment Installation Handbook
- 6000.25 Design and Obstruction of FAA Facilities**
- 6020.2 Joint Acceptance Inspections for FAA Facilities
- 6020.4 FEE Program Physical Status Reporting System

APPENDIX 2. NUMERICAL DIRECTIVES REFERENCE (Continued)

AL 6020.4	Facility Shutdown, Commissioning and Decommissioning Committee
6050.23	Frequency Management Principles Spectrum Engineering Measurements
AL 6000.	Environmental Engineering Handbook
6980.11	Maintenance of Engine Generators
7031.2	Airway Planning Standard Number One - Terminal Air Navigation Facilities and Air Traffic Control Services
7900.2	Reporting of Electronic Navigation Aids and Communication Facilities Data to the National Flight Data Center
7930.2	Notices to Airmen (NOTAMs)
OAP 8200.1	United States Standard Flight Inspection Manual